

# St. Matthew's Vestry Meeting

November 17, 2009

**Vestry Members in Attendance:** Father Michael, Bev Van Zandt, Jo Evans, Clay Hubbs, Jerry Grabowski, Chris Hardy, Laurie Landry, Kim Dejong, Laurie Gough, Whit Greene

**Documents Distributed:** Nov Vestry Meeting Agenda, October 2009 Vestry Meeting Minutes, November 15 Annual Meeting Minutes, Comparative Income Statement YTD Oct 2008 and YTD Oct 2009 with Year End 2008, St. Matthew's Ministry Plan – 2010 (Proposed)

7:05 p.m. Fr. Michael opened the meeting with prayer.

1. Rector's Report, by Fr. Michael
  - Bishop O'Neill doing well, recovering from fall/surgery
  - Colorado Episcopal Foundation proceeding with purchase of the Camp and Conference Center, plan to close in April if all goes well
  - Online giving, still being investigated, Kandy helping
2. Approval of Annual Meeting Minutes. Jo E. moved to approve the Annual Meeting minutes as they are; passed.
3. Approval of October Vestry Meeting Minutes. Laurie G. moved to approve the October Vestry minutes as they are; passed.
4. Sr. Warden's Report, by Laurie L. and Whit G. on behalf of Kandy H.
  - Vestry Holiday Party date. Sunday Jan 3 late afternoon (after 5 pm) proposed; need to ask Kandy if that will work for her schedule.
  - December 6 Fellowship Breakfast. Bev passed around a sign-up sheet for food items.
  - Jo and Laurie L. both offered to help with set up on Saturday before breakfast (after 10 am because of children practicing for Christmas pageant).
  - Laurie G. will get a cake for the breakfast in honor of Hazel and Steve Smith, both retiring from many years of service to the church.
  - Bev will be hosting the Parish Advent Party Dec 5
5. Fr. Michael and Kipper DeGavre are working on a Nursery Care staff hiring plan.
6. CROP Walk is in need of new leadership
  - Laurie L. will also bring this to the Hearts & Hands
  - PUMC, UCC leadership also still interested in working on this, also with the LDS church perhaps
7. Bonfils may not be able to schedule a Blood Drive clinic at St. Matt's this year due to low staff.

- We can still encourage parishioners to give blood at other clinics such as Walmart and count this to St. Matt's
8. Hearts and Hands is adopting two families, one through Parker Task Force and one through Women's and Family Crisis Center.
    - Giving tree ornaments for PTF family put out Sunday Nov 15; other family's gifts to follow soon.
  9. Buildings and Grounds, by Whit G.
    - Plans being set for landscaping in front of church
    - Plans being set for painting the exterior of all the church and other buildings to start in Spring
    - Work started on the new youth group room upstairs in the Education Building; wall torn out, need to move electrical and install a folding door or other room divider.
    - New refrigerator installed in parish hall kitchen (thank you Kandy!)
  10. Treasurer's Report, by Bev V.
    - Net Operating Total at the end of Oct was (-\$16,458). Although negative, much better than last year and this does not include income from the Divine Desserts and Wine fundraiser.
    - Considering the seasonal nature of our income, we should finish with a net positive Operating Income.
  11. 2010 Ministry Plan
    - Proposed plan was distributed, reflects our initial 2009 Ministry Plan with a 3% salary increase for all staff including Rector
    - Includes 8.5% Diocesan Pledge, 3% Outreach as started with in 2009
    - Actual cost of health insurance for Fr. Michael included
    - Utilities expense decreased to reflect actual costs
    - Anticipates about \$20k more pledge income than actually raised in 2008
    - Discussion included reallocation of funds (\$500) from Youth Group to Christian Education
    - Need to move nursery care expense from Worship Expense to Personnel Expense with the hire.
  12. Laurie L moved to increase salaries for all staff including Rector by 3%. Seconded. Motion passed.
  13. Laurie L moved that \$35,000 of Fr. Michael's total compensation be considered housing allowance under IRS regulations. Seconded. Motion passed.
  14. Kim D moved to accept the proposed Ministry Plan for 2010 with the reallocation of \$500 from Youth Group to Christian Ed and the move of nursery care expense to Personnel Expense. Seconded. Motion passed.
  15. Clay H moved to adjourn. Seconded. Motion passed. Meeting adjourned 9 p.m.